



## **TOWN OF WEST HARTFORD**

Finance & Budget Committee  
Town Hall, 50 South Main Street, Room 312  
December 4, 2019, 6:15 PM

### **Minutes**

#### **Attendance**

Shari Cantor, Chair  
Leon Davidoff  
Lee Gold

#### **Staff**

Matt Hart, Town Manager  
Pat Alair, Corporation Counsel  
Gina Varano, Assistant Corporation Counsel

### **1. Call to Order**

S. Cantor called the meeting to order at 6:15 PM.

### **2. New Business**

- a. Resolution Adopting Amendments to Standing Rules of the Town Council for the 2019-2021 Term – Town Manager Hart and Corporation Counsel Alair reviewed the proposed rules. By consensus, the committee recommended the following revisions:

- Revise Rule 1(c) to eliminate the "good cause" standard in favor of establishing an exclusive list of causes that would justify the mayor's cancellation of a meeting.
- Revise Rule 18(b) to add the registrars of voters and corporation counsel to the parenthetical list of offices reporting to the Finance and Administration Committee.
- Revise Rule 25 to provide that the Town Manager or designee shall take minutes of committee meetings.

After incorporating all of the amendments, Corporation Counsel was asked to reformat the document to make the section numbering consistent throughout.

### **3. Adjournment**

Seeing no other business, S. Cantor adjourned the meeting at 6:50 PM.

Respectfully submitted,

Matthew W. Hart  
Town Manager